



PARENT INFORMATION HANDOUT

We're excited to bring Kids Kamp to you this summer! Although things may look a bit different this summer, we look forward to a safe and fun summer. Our staff has planned many fun-filled themed activities, sports, STEM projects and crafts for campers. This handbook is designed to provide each registrant and parent with a general understanding of our Kids Kamp summer day camp program. If you have any additional questions, please contact the camp supervisors:

On Site Kids Kamp Supervisors: (916) 581-3260

Kids Kamp Program Coordinator: TBD

Camp Hours

Full Day Weekly Rate - \$165 (M-F, 9am - 3:30pm)

Half Day Weekly Rate - \$90 (M-F, 9am - 12:00pm)

Specialty Camp + Half Day Kids Kamp - \$185 (M-F, 9am - 3:30pm)

Daily Rate - \$40 (9am - 3:30pm)

Extend the Fun:

Super Starter Weekly Rate - \$35 (M-F, 7:30am - 9am)

Fun Finale Weekly Rate - \$45 (M-F, 3:30pm - 5:30pm)

Super Starter Daily Rate - \$10 (7:30am - 9am)

Fun Finale Daily Rate - \$12 (3:30pm - 5:30pm)

The fee includes planned, supervised recreational activities, arts and crafts, craft kit and a water bottle. There are scholarships available for those who qualify and the application form is available at the Recreation Department office located at 2010 1st Street.

Camp Locations

Lincoln Community Center/Creekside Oaks Elementary School

What we do

Kids Kamp is committed to providing a fun, safe, age-appropriate recreation enrichment program, which encourages social development, provides diverse experiences, and promotes health and wellness.

General Day

To ensure the safety of our campers, staff and parents we will be promoting healthy hygiene practices and encouraging social distancing throughout each day.

CHECK-IN: To implement proper distancing, we will have two check-in locations on campus. Upon arrival each day, staff and campers will have their temperature checked and staff will be asking a series of questions to ensure all are well to attend. Campers will also be receiving a name badge that they will need to bring every day for a touchless check-in. Just follow the signs posted on campus and head to your proper check-in location!

Please note that parents will not be permitted past the gates after check-in.



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Our staff will be waiting at their designated classrooms ready to greet your camper. Your camper will be assigned to a classroom based on grade. Each class will have up to 12 campers and two staff members. Each camper will have their very own art supply kit and a designated space for their belongings. Staff will remain with their campers in their same groups for the duration of the camp week. At the start of camp, we will begin our activities for the day. Campers will get to experience science projects, art projects and head outside for outdoor play as well. To keep campers engaged, we will have a new activity every 45 minutes!

Payment Plans

Payment plans for individuals who will be signing up for camps are now being accepted. In order to qualify a credit card needs to be on file and it will get charged automatically. Please contact our office at 434-3220 or if you would like to customize our payment plans.

Staff

The City of Lincoln Kids Kamp program employs responsible, energetic, knowledgeable, caring and committed staff. When we select our staff we give high priority to applicants with the best ability to contribute to our campers' positive camp experience. In addition to having the necessary qualifications and experiences, they are screened through confidential references. All staff are CPR and First Aid certified to ensure the proper care in case of an injury or emergency. All of our staff will go through a week of training prior to the start of camp and will be fully trained on healthy hygiene practices, enhanced sanitation practices, implementation of social distancing and its importance, proper use and removal of face coverings, screening practices and learning the signs and symptoms of COVID-19. Staff that are experiencing any signs or symptoms will be asked to stay home. Staff will also be required to wear face coverings.

Registration

Registration remains open until spots are filled. Kids Kamp will be a 5-week program. Registration is on a first-come, first-serve basis. A spot at camp is reserved only with full payment or a payment plan is in place for registration fees - we cannot hold a spot. Kids Kamp may fill to capacity each week, so we recommend that you register early. You can register by going online at [H:\Kids Kamp\Kids Kamp\2021](https://www.lincolnrec.net/kids-kamp/2021).

Late Pick Up Policy

A "late pick-up" occurs when any child has not been picked up from Kids Kamp by the ending of their registered time (5:00pm for Kids Kamp). The following policy and fees will be applied to all late pickups. Late pick-up fees are due and payable at the time of pick-up. If payment cannot be made on the day of the late pick-up, then the child may not return to the program until the late fee is paid. If more than two (2) late pick-ups occur, the child may be dismissed from the program. Fees: 15 minutes past registered ending time = \$5.00 per child; 30 minutes past registered ending time = \$10.00 per child. When a child has not been picked-up within 30 minutes of closing time (5:30pm) by any of the authorized pick-up persons, and staff has not been able to reach any of these persons, the Lincoln Police Department will be notified and child may be dismissed from the program.

Refund Policy

Refunds will be processed only if written requests are submitted to the Recreation Department prior to the start of the Kids Kamp program.



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Attendance

The Kids Kamp program is designed on a drop-in basis and we encourage you to take advantage of all the programmed times. Registration fees are not pro-rated for any reason, including illness, family vacations, etc. We do require parents to check children in and parent/guardian must sign children out. If someone other than a parent or person listed on the registration materials is picking up your child, or if your child must leave the program early, please notify the site coordinator in writing at least 24 hours in advance.

Water Games

Water Games are frequently played at camp and there will not be advance notices of these water games to parents. If you do not wish your child to participate in these activities, please let the Kids Kamp Site Supervisor know and we will have your child sit out of that activity. Children are, of course, given the option as to whether or not they want to play or get wet. Water games may include water balloon activities, sprinklers, sponge toss, etc. Please be sure to bring a towel each Monday!!

Attire

Our program includes lots of fun activities that your child will enjoy more if he or she has appropriate clothing. Children should wear clothes that are comfortable and allow for physical activity, both indoors and out. Tennis shoes or closed-toed shoes are a MUST! No sandals or flip flops.

Lost and Found

In order to prevent your child's belongings from getting buried in our lost and found pile, please make sure you label all items your child brings to camp, i.e. lunch boxes, helmets, towels, etc. At the end of the summer program recreation staff will attempt to return items to their rightful owners. All remaining items, and those items not marked with a name, will be sent to a local charity. It is recommended that campers not bring any toys or expensive electronics, etc. to camp as the City of Lincoln and Kids Kamp staff will not be responsible or liable for the loss or damage of any personal items.

Behavior, Conduct and Discipline

Our day camp is active, and camp is more fun when campers fully participate in all daily activities. Because we have planned for campers to participate in the majority of activities, we do not have staff to watch those children who choose not to participate in group activities. If a camper consistently chooses not to participate in the camp, the Coordinator will discuss with parents whether future participation in the camp program is right for the child.

All campers are expected to comply with staff direction as well as treat themselves, staff, fellow campers and guests with respect. Positive reinforcement and redirection will be used whenever possible. When dealing with inappropriate or unacceptable behavior, staff members will evaluate the situation with the child in order to find a better manner of behavior and/or a different way of handling the situation. The camper will be given time away from other participants so that he/she may gain self-control. Once the issue has been resolved, the child will be able to rejoin the group and activities. If the problem is not resolved, the site coordinator will contact the parent/guardian to discuss the situation. If the problem persists, the parent/guardian will be notified and the child must be picked-up within one hour. A discipline report may be placed on file. A continuation of the problem will result in dismissal from the program.



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For the good of the program, the site coordinator has the right to dismiss a child from the program who willfully disobeys camp rules or whose behavior towards others is deemed unacceptable. Campers may be dismissed from the program for physically abusing or harassing another participant or staff member, leaving camp without permission or repeated use of inappropriate, racial or abusive language. Children dismissed from the program for any reason may not be re-admitted for the remainder of the program and a refund of fees paid will not be given. It is hoped that parents and campers understand and support this position.

Drugs, Alcohol, Tobacco Products

Possession of any drugs, drug paraphernalia, alcohol or tobacco products by a camper are prohibited and are cause for immediate notification of parents and dismissal from camp and without a refund. A camper dismissed for possession of these items will not be readmitted to Kids Kamp and may be reported to the local authorities.

Medication

Staff is not allowed to administer medication to a camper. This includes aspirin, inhalers and bee sting kits. If your child requires medication during the camp day, please talk with the camp coordinator to arrange for yourself or your designee to come administer the medication. This program is designed to offer activities in an outdoor as well as an indoor setting where children can be physically active. Due to the structure of the program, campers must be healthy enough to physically participate in the daily flow of activities.

Illness/Injury

The health and safety of each camper is our number one priority. ***IF YOUR CHILD HAS RECENTLY BEEN SICK, IS SHOWING SIGNS OR SYMPTOMS OF COVID-19 OR YOU HAVE COME IN CONTACT WITH SOMEONE WHO HAS TESTED POSITIVE FOR COVID-19, PLEASE STAY HOME!*** Our staff are trained in emergency first aid and CPR. If an illness or injury happens during the camp day, we will provide first aid as needed. Parents will be notified of minor injuries at the time of pick-up. For more serious injuries we will make every attempt to contact the parent/guardian using all numbers provided during registration. It may be necessary for you to pick-up your child from camp. If an injury warrants, we will call emergency personnel and have the child taken to the nearest hospital.

Children with Special Needs

If your child has special needs, please feel free to contact the Recreation Department to discuss these needs. Please provide any information during registration that you think the staff at camp should know. Our ultimate goal is to provide a quality experience for all children. The more information we have regarding the needs of your child, the better prepared we will be to serve your child.

Snack/Lunch

Participants will need to bring a sack lunch, snacks, and a water bottle from home each day unless indicated otherwise. Please do not bring anything that will need to be refrigerated or heated. There will also be a mid-morning and afternoon snack break. Water fountains will **NOT** be available on site, but we will have water stations located at each site for campers to re-fill their water bottles when needed.



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Lunch Options

Wednesday

Pizza - \$2.00

Slice of Pepperoni or Cheese

Soda or water - \$1.00

Rootbeer, Sprite, Dr. Pepper, Lemonade, Water

Field Trips

Due to the current social distancing guidelines, we will not be participating in off-site field trips this summer. We will, however, be taking some pretty cool Virtual Field Trips! See the Kids Kamp calendar for the Virtual Field Trip Schedule.

Kids Kamp COVID-19 Procedures

Check out all that our Kids Kamp will be doing to keep our campers and staff safe this summer amidst the COVID-19 pandemic?

1. General Measures

- Continue to work closely with the local authorities to monitor current disease levels and implement guidelines set forth to keep Kids Kamp a safe and fun place for all.
- Post signs and markings on campus as a reminder of guidelines we will follow.
- Smaller class sizes to lower the risk.

2. Promote Healthy Hygiene Practices

- We will continue to educate staff, campers and parents on when they should stay home and when they should return.
- We will have an adequate amount of supplies to support healthy hygiene behavior. We will have plenty of hand sanitizing stations, no-touch trash cans, proper hand washing stations and tissues.
- We will teach and reinforce hand washing, reminding campers to avoid touching their eyes, mouth or nose with their hands and covering coughs and sneezes.
 - We will also remind campers to wipe their nose with a tissue and cough/sneeze into their elbow.
 - Campers and staff will need to wash their hands before and after eating; after coughing/sneezing; after being outside and before and after using the restroom.
 - We will encourage campers to wash their hands for at least 20 seconds with soap and rubbing thoroughly.
- Handwashing/Sanitizing routines will be implemented.
- Face Coverings will be required for staff when physical distancing can't be met. We encourage campers to wear face coverings as well, but it is not required.
- Staff will be trained on properly putting on and removing their face mask.



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Intensifying Cleaning, Disinfection and Ventilation

- Campers will receive their own art kits to reduce the amount of shared items.
- Drinking Fountains will be closed.
- Staff will clean and disinfect frequently touched areas.
- Frequently touched surfaces in the camp include, but are not limited to:
 - Door Handles
 - Light Switches
 - Sink Handles
 - Bathroom Surfaces
 - Tables
- We will limit the amount of shared equipment.
- When in indoor spaces, fresh outdoor air will be recommended as much as possible.
- Physical guides will be placed on the ground and walls to ensure campers and staff remain 6 feet apart.

3. Implementing Distancing

ARRIVAL AND DEPARTURE

- Kids Kamp will limit the number of campers on campus to ensure physical distancing guidelines are met.
- We will minimize the contact between campers, staff and parents by a touchless check-in/out system.
- We will have three check-in/out stations at each campus to minimize the number of patrons in one location.

RECREATIONAL SPACE

- Classroom tables will be properly spaced to allow for proper distancing.
- When playing activities, we will be using things such as markings on the floor, pool noodle markers, etc. to practice distancing during activities.
- All non-essential visitors such as parents and volunteers will have restricted access. (unless it is an emergency, of course)
- Communal activities will be modified to allow for social distancing and proper disinfection between uses.
- Outdoor spaces will be utilized when weather permitting.

MEALS

- Campers will need to maintain physical distancing while eating.
- Disposable food service items will be used for Pizza days.
- Food and utensil sharing will not be permitted amongst campers and staff.

4. Limit Sharing

- Each camper will have a designated space for their belongings.
 - All belongings will need to be taken home each day.
- Each camper will receive their own art kit to reduce the amount of sharing items.



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5. Signs and Symptoms

- A screening process will be implemented before anyone can enter the facilities.
 - Staff will conduct visual wellness checks of all campers upon arrival
 - Temperatures will be checked upon entering
 - All individuals entering the campus will be asked about COVID-19 symptoms within the last 24 hours and whether anyone in their home has had COVID-19 symptoms or a positive test.
 - Hand Sanitizing is a must upon entering our facilities.
 - Anyone showing signs or symptoms will not be permitted on campus.
- Campers will be monitored throughout the day and those showing a fever of 100.4 or higher, a cough or signs or symptoms will be sent home.

6. What is our plan when a staff member, camper or visitor becomes sick?

- Anyone showing signs or symptoms will be placed in an isolation room or an area to reduce the spread.
- Anyone showing signs or symptoms will be required to wear a face mask.
- We will close off any area used by any sick person and will not use the area until it has been properly sanitized.
- Staff and Campers are advised to not return to camp until they have met the CDC criteria to discontinue home isolation, including 3 days with no fever, symptoms have improved and 10 days since symptoms first appeared.

We look forward to a safe, healthy and super fun summer!!